

**Meeting of the Operations Committee held on Thursday 24<sup>th</sup>  
November 2022 at River Bourne Community Farm**

**DRAFT MINUTES**

**Councillors present:** Maskell (Chair), Barker, McDonald, Smith

**In attendance:** Deane (Clerk), Elder (Operations Assistant), Prince (Responsible Financial Officer RFO)

One member of the public joined the meeting online.

The meeting commenced at 7pm.

**O.22.35 Apologies**

Apologies had been received from Cllr Lynn

**O.22.36 Declarations of Interest**

There were no declarations of interest.

**O.22.37 Approval of Minutes of Meeting**

**Resolved:** to approve the minutes of the meeting held on 9 June 2022

**Resolved:** to approve the minutes of the meeting held on 29 September 2022

**O.22.38 Matters Arising**

Cllr Barker reported that she had been working on the Planning Policy and Procedures and would present a draft at the next meeting. The Clerk and Cllr McDonald will look at the Tree Policy following the zoning exercise to be carried out by consultants. Both policies will be added to the next agenda.

**O.22.39 Bishopdown Play Area update**

The Operations Assistant reported that the appointment of EibePlay had been approved at the council meeting in November and he would be agreeing the timetable with them once lead time on the order of equipment was known.

The Operations Assistant is working on the tender document for Sycamore Drive. The Clerk reported that £81,000 was left in the budget for Bishopdown Play Areas, but that a further £39,000 towards Bishopdown Farm play areas was expected from Wiltshire Council following negotiations by the RFO on unpaid S106 funds (£11k of this has been committed for fencing at St Lukes and St Peters Play Areas, funds will be required for the removal of the cricket strip on The Green and for the refurbishment of Drake Close Play Area). The committee agreed that the remaining funds after these works could be spent on Sycamore Drive Play Area. The RFO

reported that a further £17,000 of CIL funding was also expected for Bishopdown and expressed concerns that the current Play Area funds may not be sufficient.

#### **O.22.40 Norman Drive MUGA**

The Clerk reported that current Youth and Adult funds from Old Sarum available for this project are £34,248. Longhedge Play Area Improvement funds could be used to help funding, but Vistry are also considering a deed of variation to the Longhedge 65 Extra Homes s106, which would allow the Parish Council to claim £29,000, currently set aside for a 3G pitch, towards a MUGA at Old Sarum/Longhedge instead. It was agreed to hold this item until the spring pending confirmation of the Deed of Variation.

#### **O.22.41 Environmental Action Plan Group**

The member of the public (GM) attending the meeting online expressed an interest in joining the group. Cllr Barker agreed to Chair the group, arranging a meeting once or twice a year. The Clerk will pass details of suggested contacts to Cllr Barker. GM expressed an interest in setting up a community energy scheme. The Clerk requested the group consider reinstating the role of volunteer footpath wardens. The RFO reported the previous Parish Environment Group had failed to operate since 2016 and some members may be interested in joining the new group.

#### **O.22.42 Public Open Space Boards**

The Clerk reported on costs for Welcome/Information boards on open spaces. The costs are likely to be in excess of £1500 each and requirement is for 11 boards. The group supported staggering the project over a number of years, with a budget request of £5,000 per annum.

#### **O.22.43 Budget 2023/24**

The Clerk asked councillors to highlight any further additional budget requests for 2023/24. No further items were suggested.

#### **O.22.44 Officers Report**

Cllr Barker asked about the safety of the infiltration basin holding water at Longhedge. The Clerk reported that the area still belonged to Vistry who were continuing to negotiate with their contractor. Vistry believe the levels are incorrect and the infiltration basin should not be holding any significant amounts of water. Transfer will not be accepted until all issues are resolved. The Clerk reported that handover of the large play areas at Longhedge was likely to be spring, following turfing. The RFO reported that the Longhedge football pitch will require the topsoil to be rescreened prior to seeding and handover is not anticipated for at least a year. The Operations Assistant reported that he was working with the Communications and Community Engagement Officer CCEO on publicity regarding official 'opening' events of the new play areas.

The Clerk reported on a suggestion from the CCEO that the PC may wish to sponsor presentation cups for the primary schools for environmental achievements, to mark the Kings Coronation in 2023.

The meeting closed at 7.55pm.

NEXT MEETING. The next meeting of the Operations Committee will be at 7pm on 23<sup>rd</sup> March 2023 at River Bourne Farm